DEPARTMENT OF THE NAVY
NAVAL CONSTRUCTION BATTALION CENTER
4902 MARVIN SHIELDS BLVD
GULFPORT MS 39501-5001

IN REPLY REFER TO:
NCBCGPTINST 5090.4C
N4
3 Jun 13

NCBC GULFPORT INSTRUCTION 5090.4C

From: Commanding Officer

Subj: ENVIRONMENTAL POLICY MANAGEMENT

Ref: (a) OPNAVINST 5090.1C

1. Purpose. To define requirements, state responsibilities and issue environmental and natural resources management policy for Naval Construction Battalion Center (NCBC), Gulfport. Certify the need for an Environmental Quality Board (EQB) to promote cooperative action by NCBC, Gulfport and tenant commands to conform with the intent of enviromemtnal regulatory requiments and to preserve NCBC, Gulfport's environmental, natural resource and cultural resource quality.

2. Cancellation. CBCGPTINST 5090.4B

3. Discussion. Senior leadership's commitment and visibility in Environmental Management System (EMS) is critical to an effective environmental program. Per reference (a), Naval activities are required to perform operations in compliance with federal, state and local environmental laws and regulations. This instruction establishes environmental policy for NCBC, Gulfport and will be coordinated through the EQB and Environmental Division (N4).

4. Policies and Responsibilities. NCBC, Gulfport EQB is the mechanism by which environmental policy and compliance management is coordinated. Through the application of reference (a), the following sections state environmental operational responsibilities of activities on board NCBC, Gulfport.

a. Resources. Naval activities on board NCBC, Gulfport are required by reference (a) to ensure environmental compliance requirements are integrated into all levels of activity management through the application of program management

procedures including oversight. Each activity is required to provide resources to ensure compliance of their operations. All services mentioned in this instruction are provided in accordance with current memorandums of understanding and agreement.

b. Permitting. Regulatory agency permits cover environmental protection operations. Examples include National Pollutant Discharge Elimination System (NPDES) and Air permits. The landowner/host Commanding Officer shall sign all permits and applications for all tenants and commands on board NCBC, Gulfport.

c. Environmental Compliance Assessments (ECA). The Commanding Officer of NCBC, Gulfport is required to perform annual self-evaluation of operations per paragraph 3-10.9 of reference (a). To achieve this goal each supported command shall be responsible to perform a self assessment and report findings to the Environmental Director.

d. Compliance and Corrective Actions. Each activity is always responsible for maintaining environmental compliance of their operations. The following actions will be taken:

(1) When discrepancies are discovered, they shall be immediately reported to the environmental staff of the activity causing the discrepancy. This activity shall take the lead in taking corrective action.

(2) Discrepancies and associated corrective action shall be documented by the activity's environmental staff and be recorded as part of their compliance program. All environmental discrepancies and corrective actions shall be reported to the respective activity's Commanding Officer at a minimum of once a quarter.

(3) Activity Environmental Officers shall develop and design their activity's ECA program documentation, inspection, and corrective actions to ensure compliance of all operations.

e. Warning Notices and Notices of Violations (NOV). Normally warning notices and NOVs are issued by regulatory agencies directly to the landowner/host Commanding Officer. In

those rare instances, when they are issued directly to an activity, the activity shall immediately fax a copy to the Evironmental Director at 871-3116 and notify the Environmental Office at 871-2026 of the citation.

5. Background. Reference (a) requires Navy Commanding Officers to:

a. Comply with all applicable Executive Orders, Federal, state and local environmental laws and regulations, and continuously strive for improvement in areas of pollution prevention.

b. Cooperate with Federal, state and local environmental regulatory officials.

c. Integrate environmental, natural resource and cultural resource requirements into all levels of activity management through the applications of program management procedures (including oversight, inspection and identification).

d. Request sufficient resources from the cognizant Budget Submitting Office (BSO) to fully support all environmental, natural resource and cultural resource program requirements. Budget and execute all environmental, natural resource and cultural resource program requirements of. All supported commands and organizations on board NCBC, Gulfport shall perform their missions in compliance with reference (a) and all Navy personnel (civilian and military), installation tenants, and contractors working for the Navy shall comply with all applicable Federal, state, and local environmental, natural resource and cultural resource statutes and regulations; as well as the requirements of Presidential Executive Orders; Navy Policies, regulations and requirements. Navy personnel shall obtain all necessary Federal, state, and local environmental, natural resources and cultural resource permits for the construction and operation of facilities and ranges, and for actions related to operations and training; and shall comply with all permit terms and conditions.

6. Members. Membership on the EQB shall consist of the Commanding Officers of NCBC, NCG2, 22ND NCR, NMCB 1, 11, 74, 133, and NCTC or their senior representatives. A subcommittee

comprised of environmental competent personnel shall be established hereby referred to as the EQB subcommittee which will be comprised of the 22ND NCR, NMCB 1, 11, 74, 133, and NCTC environmental competent personnel. Other NCBC, Gulfport Departments and tenant commands (I&I Staff Marine Corps Reserve Center, Mobile Inshore Undersea Warfare Unit 212, Navy Operational Support Center, Naval Legal Services Office Central Detachment, Naval Meteorology and Oceanography Professional Development Center, Navy Branch Health Clinic, Personnel Support Detachment, Public Works Department, Fleet and Industrial Supply Center, Naval Facilities Expeditionary Logistics Center, MWR, and any tenant command on board NCBC, Gulfport will participate in EQB and EQB subcommittee as required.

7. Responsibilities.

a. The Commanding Officer of NCBC, Gulfport or designee will be the EQB Chairperson. EQB shall meet at a minimum of least twice a year and/or as required by extenuating environmental circumstances, to be briefed by the EQB subcommittee. The EQB will develop and implement necessary action to advance environmental compliance efforts.

b. NCBC, Gulfport Environmental Director shall be the Chairperson of the EQB subcommittee and shall:

(1) Host/conduct EQB subcommittee meetings once a quarter.

(2) Prepare EQB and EQB subcommittee meeting minutes and furnish copies to the committee members.

(3) Arrange for EQB subcommittee to brief EQB members at least twice a year and/or as required by extenuating environmental circumstances.

(4) Evaluate and change processes as necessary to maintain environmental compliance and quality.

(5) Update EQB on efforts to maintain environmental compliance and enhance environmental quality.

c. EQB Subcommittee members shall:

(1) Conduct routine environmental inspections of cognizant operations and facilities.

(2) Report environmental noncompliance to other EQB subcommittee and EQB members as required.

(3) Coordinate corrective actions with cognizant operations, EQB subcommittee members and EQB members as required.

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